

**CHILD CARE LICENSING ADVISORY COMMITTEE
MEETING MINUTES**

12 July 2012
Cannon Health Building, Room 125
288 North 1460 West
Salt Lake City, UT

Members Present: Dale Smith, Diane Wilkinson, Carol Thompson, Tracey Brown, Heidi Radeke, Ed Dieringer

Members Excused: Michael Libeck, Julie Shakib, Leslie Hjorth

Members Absent: Jodi Jensen, Joni Hemond, Patrick Marino, Carolyn Miller

Department of Health and Child Care Licensing Staff Present: Teresa Whiting, Simon Bolivar, Donna Thomas, Jessica Strout, Sue Kirkham, Colleen Murphy

WELCOME

Mr. Smith started the meeting at 9:35 a.m.

OLD BUSINESS

Due to a lack of agenda items, the committee members decided to cancel the May meeting.

Minutes from the March meeting were approved via e-mail.

REPORTS FROM PARTNER AGENCIES

Mr. Matherly presented Care about Child Care updates.

- The web page has received over 40,000 hits. There have been hits from people from every state and from 30 different countries.
- Twenty-five percent of the center providers and twenty-one percent of the home providers have uploaded quality indicators.
- There will be town meetings across the state and electronic communication to give providers and the public opportunities for comments and suggestions for the web page. The first town meeting should be held the end of August. The web page will be updated each January.

- CCR&R staff will be assisting providers with creating web pages, uploading quality indicators, and uploading photos. No additional staff is needed for them to provide this service.
- Ms. Wilkinson added that the site is very user-friendly, even for those that are not very computer literate. She recently had a parent from Missouri view her page and contact her about enrolling her child when the family moves to Utah.
- There is one year left in the advertising campaign, which includes billboards and TV spots.

NEW BUSINESS

There was a change in the agenda. An emergency rule is not being filed.

Ms. Whiting presented the proposed amendments to the R430-6 Background Screening rule. She said these amendments were drafted after having several situations arise and discovering there were no rules related to those situations.

- Add that “Involved with child care” means to reside at a facility where care is provided or be present at the facility while care is provided. Some members felt that “be present at the facility while care is provided” sounds like family members who drop off and pick up children need background screenings. Ms. Thompson suggested adding language that would clarify that this does not mean parents present at the facility to drop off children, pick up children, or participate scheduled activities hosted by providers.
- Add that the licensee or certificate holder must submit to the Department the name and other required identifying information for a child turning 12 who resides in the facility where care is provided.
- Add the conditions under which the Executive Director of the Department of Health may consider and exempt individual cases. The statute allows for this, but requires the Department to specify in rule the criteria the Executive Director is to use in reviewing such cases. Ms. Radeke asked if adding this would increase the number of appeals and the number of exempt cases. Ms. Whiting explained that individuals would still have to go through the appeal process with Child Care Licensing staff before they can appeal with the Executive Director of the Department of Health, and the Executive Director would have to determine that the individual does not pose a risk to children before exempting the case.

Because there was not a quorum, an official recommendation could not be given but the members present recommended going forward with these amendments. Ms. Whiting stated that,

due to rule-writing language, she needs to numerate the additions to the definition of “Involved with child care”. She added that these changes will go through the formal public comment period before they take effect.

Mr. Bolivar presented the proposed amendments to the operational rules.

- R430-50 Residential Certificate Child Care
 - remove extra words and correct rule references
 - certificate holders are to take a copy of each child’s emergency contact information, not a copy of the admission form, to off-site activities
- R430-60 Hourly Child Care
 - correct rule references
 - 60-7(4): delete “assistant caregiver” because that role doesn’t exist in hourly child care
- R430-70 Out of School Time Child Care Programs
 - delete “Bureau” because the Child Care Licensing Program is part of the Bureau of Child Development
 - correct the numbering and lettering
 - delete that mirrors have to be made of safety glass or have a protective guard
 - correct an error: if the height of designated play surfaces or climbing bars is greater than 30 inches, not 20 inches, the play equipment needs 6 feet use zones
 - correct an error: the last date of the phase-in plan for rules for playground equipment is December 2013, not December 2011
 - change that the director is to inform each child’s parent, not a parent, of changes to the program’s phone number
 - correct the placement of the word “and”
- R430-90 Licensed Family Child Care
 - add that use zones are to be free of hard surfaces
 - remove the references to TB screenings
 - correct the lettering
- R430-100 Child Care Centers
 - delete that mirrors have to be made of safety glass or have a protective guard
 - correct lettering

Ms. Radeke asked about deleting that mirrors have to be made of safety glass or have a protective guard. Ms. Whiting explained this requirement goes above what is recommended in Caring for Our Children. Mr. Bolivar added that mirrors usually have a back or are against a wall and that would prevent children from going through the glass. Also, the reflection in the mirror acts as a visual barrier for the children.

Because there was not a quorum, an official recommendation could not be given but the members present recommended going forward with these amendments.

Mr. Bolivar then reported that the updated Child Care Licensing web page is active. He showed the page and pointed out the links to partner agencies, to the latest edition of Caring for Our Children, to forms, and to file checks.

PUBLIC COMMENTS

There were no public comments and the meeting informally adjourned at 10:47 a.m.